

# North Bay Nordic Ski Club COVID-19 Guidelines

## 1.0 Overview

The North Bay Nordic Ski Club (NBNSC) continues to work through the challenges faced by everyone during the COVID-19 Pandemic. We encourage all of our members and day users to be positive and focus on what we can do to enjoy this coming winter.

The NBNSC has identified and compiled guidelines and protocols that have been established by the Ontario Government and our governing sport bodies (Cross Country Ontario (XCSO) and Nordiq Canada) to ensure that we can safely return to skiing. The Safe Return to Sport documents provided by XCSO (<https://xcskiontario.ca/safe-sport/covid-19/>) will form the basis for the NBNSC guidelines and will be re-evaluated as conditions change and restrictions are eased or tightened.

The guidelines developed by the NBNSC will be available to our members and to the public to help better understand how to prevent the spread of COVID-19 while participating in club related activities. The guidelines will be updated and communicated as conditions change with respect to COVID-19 in the North Bay region and in the province of Ontario. We encourage everyone to stay safe and healthy by following Public Health Guidelines.

## 2.0 COVID-19 Code of Conduct

The NBNSC has established the following general COVID-19 code of conduct which represents the minimum requirements for all club members and visitors:

- All club members and visitors must follow the Public Health guidelines of the North Bay Parry Sound District Health Unit.
- All attendees of the club (including staff, volunteers, participants, and visitors) are required to perform the NBNSC self-assessment of their personal health prior to attending the NBNSC. An example of the assessment is available at [www.northbaynordic.ca](http://www.northbaynordic.ca). All participants and employees are reminded of the requirement to not attend the NBNSC when ill.
- Requirements for attending the NBNSC are
  - No symptoms of COVID-19 in the past 14 days;
  - No close sustained contact with anyone with symptoms of COVID-19 and/or has tested positive for COVID-19 within 14 days of attending;
  - No international travel within the past 14 days;
  - If a person has had a case of documented COVID-19 infection, following public health guidelines for ending isolation is required; and
  - Adhering to physical distancing and public health guidelines.
- All club activities must abide by local directives, including but not limited to general meetings, board meetings, fundraisers, facility rentals and events, and follow all current and applicable directives.

### 3.0 References

The NBNSC COVID-19 guidelines have been developed in consideration of the

- XCSO Return to Sport Protocol (<https://xcskiontario.ca/safe-sport/covid-19/>),
- Nordiq Canada COVID Protocol (<https://nordiqcanada.ca/nordiq-canada-covid-protocol/>),
- Guidance for facilities for sports and recreational fitness activities during COVID-19 (<https://www.ontario.ca/page/guidance-facilities-sports-and-recreational-fitness-activities-during-covid-19>),
- Ontario Regulation 364/20: Rules for Areas in Stage 3 (<https://www.ontario.ca/laws/regulation/200364>), and
- Information from the North Bay Parry Sound Health Unit (<https://www.myhealthunit.ca/en/health-topics/coronavirus.asp>).

### 4.0 General Operations

The following guidelines have been developed with respect to the operation of the NBNSC ski trails and outdoor spaces:

- Signage will be placed outside the clubhouse and at entry gates outlining the COVID-19 protocols in place.
- All are expected to maintain a physical spacing of more than 2 metres while outdoors. Classic tracks will be set to allow for 2 metre physical space. When possible and safe, it is preferable to ski beside others instead of behind others. When passing on the trails, a 2 metres space between others will be maintained.
- Participants are not permitted to congregate.
- Two accesses to the trails will be maintained: the main access adjacent to the wax room / garage and the access through the gates at the end of the main parking lot. The two accesses will be available to reduce congestion in front of the clubhouse and ski racks and to assist in maintaining social distancing.
- Trail users are encouraged to arrive ready to ski to reduce congestion in indoor spaces.
- Face coverings are not required outdoors unless the location, trails or situation does not allow for a physical spacing of more than 2 metres. Face coverings are recommended during arrival and departure where physical distancing may not be possible.
- Patrons of the NBNSC or staff who become unwell while at the facility will immediately separate themselves from others and are expected to go home immediately (if possible, with private transportation, avoiding taxis, ride shares, and public transit) and encouraged to get tested.
- Staff who become unwell while working at the NBNSC will notify their supervisor immediately.
- The club's emergency action plan will be reviewed and maintained in light of COVID-19 restrictions.

## 5.0 Facilities

The following guidelines have been developed with respect to the use and operation of the NBNSC facilities (indoor spaces):

- Participants should arrive at the NBNSC in their ski gear, prepared to ski, in order to limit the use of shared common spaces such as change rooms and locker rooms as much as possible.
- Signage will be placed at the entrance to the clubhouse and washroom facilities to outline such requirements as
  - At least 2 metre physical distancing;
  - Hand washing / sanitizing protocol; and
  - Masks/face coverings.
- The total number of people permitted at the NBNSC at any one time is limited to the number that can maintain 2 metres physical distance.

### **Clubhouse**

- Clubhouse facility hours will be posted and are expected to remain the same as in previous years.
- There will be only one entry point and another exit point to the clubhouse, and they will be clearly marked
  - Floor markings will be placed to guide participants and staff movements through and out of the facility
  - In the event of an emergency, the nearest door shall be used.
- The number of people allowed indoors in the clubhouse is based on the size of the building to ensure physical distancing of 2 metres at all times.
  - The maximum number of people be allowed in the clubhouse at any give time will be posted at the entrance and inside the building.
  - A maximum of 2 people will be allowed in each washroom / change room at any given time. Sinks and urinals will be limited to ensure the 2 metre physical distancing. Members are encouraged to arrive 'ready to ski' to limit time spent in the change room.
- Clothing/gear bags should be stored in vehicles and not in change rooms. Decals/line markers for 2 metres of spacing will be placed on benches.
- A hand sanitizing station will be located at the entrance of the clubhouse and the entrance/exit of the washrooms / change rooms. Hand sanitizing will be required when entering the clubhouse and when entering and exiting the washrooms.
- On July 24, 2020, the North Bay Parry Sound District Health Unit mandated the use of face covering in enclosed public spaces. As such, non-medical masks or face covering must be worn at all times when inside the clubhouse. The NBNSC will not be providing disposable masks.
- Snackbar staff will be working behind a physical barrier and do not have to wear a face covering provided physical distancing of 2 metres can be maintained among staff. If no barrier is present, or if staff cannot maintain physical distancing, they must wear a face covering.
- While seated and consuming a food or beverage, patrons are not required to wear face coverings.

- Certain exemptions for the face covering requirement apply, such as age (children under the age of two years or under the age of five years either by birth age or mental development and cannot be persuaded); health or ability; religious officiants;
- The NBNSC will follow best practices per Public Health Guidelines for cleaning of the clubhouse. The clubhouse will be cleaned twice daily and more frequently if required during heavy usage. The cleaning times will be during the afternoon and during the evening after the clubhouse is closed. A cleaning schedule will be posted and cleaning times will be recorded in a log.
- Facility wipe down will include high touch areas and items such as light switches, door handles, tables, chairs, railings, bathroom counters, and toilet handles.

### ***Rental Equipment***

- Rental skis/poles/boots, snowshoes, and pulk sleds will be sanitized between uses.
- Boots will not be rented out without a sufficient amount of time between users.
- For Pulk Sleds, renters are required to call snack bar staff in advance to reserve a sled. They will be rented out with a sufficient amount of time between users.
- Contact information will be collected from all renters to facilitate contact tracing.
- The rental pickup and drop-off area will have directional traffic flow arrows, and users will utilize the separate entrance and a separate exit to the clubhouse.
- A seating area for trying on equipment will be spaced to allow for 2 metre physical distancing.

### ***Food Service***

- Public Health Guidelines for Restaurant and Food Safety During COVID-19 will be followed for the provision of food services by the snack bar (<https://www.ontario.ca/page/restaurant-and-food-services-health-and-safety-during-covid-19> and O Reg 364/20 Rules for Areas in Stage 3)
- Staff will record the name and contact information of at least one member of every party of patrons that enters the dining area, other than patrons who temporarily enter the area to place, pick up or pay for a takeout order. The records will be maintained for a period of at least one month, and the records will only be disclosed to a medical officer of health or an inspector under the *Health Protection and Promotion Act* on request for a purpose specified in section 2 of that Act or as otherwise required by law (O Reg 364/20).
- The lineup for the snack bar will be marked to ensure physical distancing.
- While serving food and drink, staff must wear a face covering.
- Members and day users are encouraged to bring their own food and drinks.
- Hand washing is to take place before handling food.
- The sharing of food is not recommended.
- Food will be consumed in designated areas. A spacing of 2 metres will be ensured between eating areas and attendees.
- Members, day users, and visitors will be encouraged not to linger in eating areas.

### ***Wax Room and Lockers***

- The locker and wax room will be open. The maximum number of people allowed in the wax room at a given time will be posted at the entrance to the building.
- Members and day users will be encouraged to wax at home as the wax facilities will be reduced to two indoor benches.
- The entrance to the wax room and ski lockers will be through a common door. Physical distancing of at least 2 metres will be required when entering and exiting the locker and wax room.
- A hand sanitizing station will be located at the entrance of the locker and wax room.
- Non-medical masks or face covering must be worn at all times while inside the locker and wax room.
- The locker and wax room will be cleaned at the same frequency as the clubhouse with the cleaning being logged.

The guidelines for facilities were developed in consideration of public health guidelines, Nordiq Canada COVID Protocol and the XCSO COVID-1 Return to Skiing for Facilities Guidelines available at <https://xcskiontario.ca/wp-content/uploads/2020/09/XCSO-Facilities-COVID-Guidelines-v1.pdf>.

## **6.0 Programs**

The NBNSC will be operating the skier development programs for the 2020/21 season. This includes Bunnies, Jackrabbits, and the North Bay Nordic Ski Racers.

XCSO, along with several Ontario club representatives developed the following guidelines to assist clubs implement their Skill Development Programs. NBNSC has adapted the guidelines as per the club's facilities and logistics. The following guidelines may change as conditions and restrictions related with COVID-19 evolve. At all times, NBNSC will follow public health guidelines.

### ***Overall Considerations***

- The total number of people permitted in classes or organized activities at any one time is limited to the number of people as determined by the current restrictions of the local health unit.
- All leaders, coaches and anyone coordinating or leading sessions must have read and be familiar with the Return to Play guidelines and share the pertinent protocols and rules with their group at the beginning of each session.
- A protocol for attendance to be taken at each session will be established to facilitate contact tracing. All participants and leaders will be accounted for in the attendance record.
- Club members and others not involved in programs are encouraged to not use the facility during programming to reduce the number of people on site.
- A club specific Skill Development Program fee policy in the event of cancellation of season due to COVID-19 will be communicated at the onset of the programs.
- If necessary, the arrival and departure of age groups or family groups will be staggered to avoid crowding in clubhouse and parking lots and will be based on guidelines from local public health.

## North Bay Nordic Ski Club COVID-19 Guidelines

- The sessions will be spread over different time periods:
  - Jackrabbit Session 1 – 10:00 a.m. – 12:00 p.m.
  - Jackrabbit Session 2 – 1:00 p.m. – 3:00 p.m.
  - North Bay Nordic Ski Team 10:30 a.m. – 12:30 p.m.

### ***Program Leaders***

Program leaders are expected to

- Plan and maintain cohort from session to session for each group based on family grouping and/or age grouping providing flexibility for families,
- Commit to a full season or group of sessions,
- Provide technique and waxing recommendations well in advance to facilitate waxing and ski preparation at home,
- Encourage participants to prepare their skis at home prior to arriving onsite,
- Assign each group a separate and consistent area outside to meet by using flags, spray paint, pylons or other indicators,
- Assign each group a separate trail or area to use for session,
- Plan activities which encourage physical distancing, such as No Touch Outdoor Games, and
- Communicate each session's meeting location, time and activities planned well in advance so participants can arrive prepared.

### ***Participants***

Participants are expected to

- Arrive on time and be prepared for their session,
- Review session instructions and information prior to each session, and
- Follow the leader's directions.

### ***North Bay Nordic Ski Racers***

#### ***Coaching Zone***

The coaching zone is defined as the immediate vicinity around the area where coaches engage in instruction with athletes. Examples would be the bottom of a hill, ski technique instructions or a section of trail being used for intervals.

- Group size in the 'Coaching Zone' including athletes and coach(es) should be based on location constraints to ensure physical distancing at all times. Spacing will be increased as speed increases and/or physical effort and breathing significantly increases.
- A consistent training cohort of 'Coaching Zone' athletes will be maintained as much as possible.
- Athletes outside of the 'Coaching Zone' also must follow provincial guidelines regarding physical distancing and not forming into groups.
- The use of a mask is not necessary in the 'Coaching Zone' unless the training location doesn't allow for physical spacing of more than 2 metres.

### ***Physical Distancing***

- Athletes will maintain a minimum of 2 metres in non speed training.
- The minimum distance will be increased to greater than 2 metres between other people when engaged in higher speed training activities.
- When possible and safe, it is preferable to ski BESIDE others instead of BEHIND others.

### ***Hygiene Protocol for Athletes***

An athlete is expected to adhere to the following protocol

- Sneeze or cough into his or her sleeve and not spit.
- Use a tissue to blow his or her nose and discard tissue immediately and then wash his or her hands or use hand sanitizers afterward.
- Wash his or her hands when leaving home, and use hand sanitizer when arriving and departing at training.
- Immediately when returning home, limit contact with others including those within his or her “social bubble” until the athlete has showered.
- Wash his or her clothes as soon as arriving home.
- Do not share equipment (ie. poles, boots, roller skis, helmets, gloves etc).
- Do not share water bottles, food, towels or other personal items.
- If using strength training equipment outdoors, sanitize equipment properly in between users.

### ***Transportation***

- Arrive a few minutes prior to the assigned training start time and be prepared for training
- Do not mingle before or after the workout.
- Immediately return directly to his or her household after training to allow showering and proper hygiene prior to contact with others.

### ***Parents / Guardians***

- Parents and guardians attending practice must adhere to the same guidelines listed above.

### ***Team Management***

Persons managing a team must

- Maintain a record of attendance at each practice, training session or event to assist Public Health in contact tracing if necessary.
- At the discretion of the coach, identify a safe training monitor for each team practice. The safe training monitor is an additional volunteer who will monitor compliance with the requirements, and remind participants of the requirements as needed.
- Communicate with athletes and remove participants who are non-compliant with requirements. This person could also be an athlete designated at each practice.

The guidelines for the skills development programs were developed in consideration of public health guidelines, Nordiq Canada COVID Protocol and the XCSO COVID-1 Skill Development Programs Implementation Guidelines for COVID (Bunnies, Jackrabbits, and Track Attack) available at [https://xcskiontario.ca/wp-content/uploads/2020/09/COVID-Guidelines-for-Clubs\\_SDP-Implementation.pdf](https://xcskiontario.ca/wp-content/uploads/2020/09/COVID-Guidelines-for-Clubs_SDP-Implementation.pdf) and the XCSO Return to Training Protocols available at <https://xcskiontario.ca/wp-content/uploads/2020/09/Return-to-Training-Protocol-v1.pdf>

### **7.0 Events**

All events held at the North Bay Nordic Ski Club will comply with these guidelines and the local Health Unit Guidelines for indoor and outdoor spaces.

### **8.0 Competition**

XCSO and Nordiq Canada have developed thorough guidelines and protocols for the return to competition. They emphasize that it is imperative that all involved in returning to competition understand their personal responsibilities and accountability to ensure that the event can be completed safely. At all times, PUBLIC HEALTH GUIDELINES must be followed by athletes, coaches, volunteers, officials, and spectators.

If the NBNSC plans to host a competition, the club (race organizers) will develop an event plan tailored to the NBNSC facility and capacity. It will include an assessment of the capacity and experience of the club/event officials and volunteers to manage an event. The event plan will be vetted with the North Bay Parry Sound Health Unit for approval regarding gathering limits and so on.

In addition to guidance from the local health unit, the event plan will be based on the following guidelines and protocol:

- The XCSO COVID-19 Return to Competition Guidelines (<https://xcskiontario.ca/wp-content/uploads/2020/09/XCSO-Return-to-Competition-Guidelines-V1.pdf>)
- The Nordiq Canada COVID Protocol for Events / Racing (<https://nordiqcanada.ca/nordiq-canada-covid-protocol/>)